

BOARD OF LIBRARY COMMISSIONERS

Members

Abby Weiss, Chair

Elizabeth Fitzsimons • Ann Haddad • Katherine Nakamura • Wendy Urushima-Conn • Sarah White • Alan Ziegaus

MINUTES

BOARD OF LIBRARY COMMISSIONERS

SAN DIEGO PUBLIC LIBRARY

Wednesday, December 6, 2017

ATTENDANCE

Commissioners:

Present: Abby Weiss, Katherine Nakamura, Sarah White, Wendy Urushima-Conn, Ann Haddad, Elizabeth Fitzsimons

Absent: Alan Ziegaus

Staff: Misty Jones, Library Director; Nicole Spriggs, Executive Assistant; Robert Cronk, Deputy Director, Public Services, Raul Gudino, Supervising Management Analyst; Charlie Goldberg, Director of Marketing, San Diego Public Library Foundation

Public: Ann McDonald

CALL TO ORDER

Meeting was called to order by Commissioner Weiss at 12:32 p.m. in the Sullivan Commission Room.

APPROVAL OF MINUTES

The November 15, 2017 minutes were approved unanimously.

REQUESTS FOR CONTINUANCE

None.

NON-AGENDA PUBLIC COMMENT

None.

LIBRARY FOUNDATION UPDATE: Charlie Goldberg

The Celebration under the Dome event was a success. The Library Foundation achieved their fundraising goal. The date for next years' Celebration under the Dome event is Saturday, October 13, 2018. The Library Foundation has participated in Giving Tuesday for the second year. The fundraising goal was met, raising \$17,000 and the Foundation attracted new donors. Currently, the Library Foundation is working diligently toward year-end, the busiest time of the year.

A \$100,000 matching grant was received from the New Life Foundation. As of today, the Foundation is slightly over 50% toward that goal. The Mayor's State of the City Address will be held on January 11, 2018. The Library Foundation will be hosting a reception prior to the State of the City event. More details will be provided at the next meeting.

CONSENT AGENDA ITEMS

a. Report on Library Construction Projects

San Ysidro Branch Library:

Groundbreaking event scheduled for Friday, January 12, 2018 at 10:30 a.m.

Mission Hills-Hillcrest Branch Library:

The underground parking garage concrete slab on grade was poured in November. Work continues on installing shoring, rebar, and mechanical, electrical and plumbing rough-ins for the Parking Level 1 concrete deck. Underground utility site work for SDG&E service and fiber optics is continuing along Washington Street.

San Carlos Branch Library:

Domusstudio Architects are working on completing the bridging documents for the 25,000 sq. ft. library. The site remediation consultant, Stantec, working for the project site property owner Tesoro, submitted their latest site assessment report to the County on October 27 which proposes to continue quarterly groundwater monitoring/sampling of wells EW-2 through EW-9 through the end of this year and continue semi-annual groundwater monitoring of the other site wells. The County wants to see that the data collected shows contaminants stabilizing and/or decreasing. Once the site is approved to go to closure, a closure report will be submitted for public comment, review and county approval.

Pacific Highlands Ranch Branch Library:

The Notice to Proceed to Architects Hanna Gabriel Wells for design and construction support services was issued on October 26. The consultant, Library Department, and Public Works team met on December 4 to discuss and prepare the draft program for the 18,000 sq. ft. library.

b. Update from the Library Director – Misty Jones

Deputy Director Robert Cronk distributed a list of library events for the month of December. Some of those events included: *Death Café* on December 13, 1:30 p.m. – 3:30 p.m. at the North Clairemont Library; *Decorate Your Own Gingerbread House* on December 14, 4:00 p.m. – 5:00 p.m. at the Carmel Mountain Ranch Library; *Breaking Point* documentary screening on December 20, from 6:00 p.m. – 7:30 p.m. at the Scripps Miramar Ranch Library; *Steam2Academy: Science of the Sleigh* on December 21, from 3:30 p.m. – 4:30 p.m. at the Rancho Bernardo Library.

Ms. Jones noted that the library is moving toward an outcome based programming model.

AGENDA ITEMS (Discussion Item)

- a. The Elimination of Fines Policy was discussed. The proposal is to move from an overdue fine model to a materials recovery model. The ultimate goals for the San Diego Public Library are to eliminate barriers to usage for all patrons, increase access to materials, increase circulation of materials and recover materials.
 - City Council approval is required for these changes to take place in fiscal year 2019.

Motion

Commissioner Weiss moved that the commissioners vote to support the Library's Proposal for Moving from an Overdue Fine Model to a Materials Recovery Model.

The motion was approved unanimously.

- b. The Library Matching Fund Policy was discussed. The library is proposing eliminating the council policy and creating the Library Donation Matching Fund Policy. The purpose of the Library Donation Matching Fund Policy is to:
 - Establish one (1) policy for all Library matching funds to best direct resources to address the greatest need throughout the library system
 - Consolidate the Matching Materials Fund, Matching Equipment Fund, Matching Programs Fund, and Matching Electronic Resources Fund and allow all funds to have a uniform allocation of the City's 100% match.

On behalf of The Friends of San Carlos, Joan Reese noted that Library Director Misty Jones has done a great job of updating and preparing people for this upcoming change to the matching fund policy. Ms. Jones noted that she will be attending the next Friends Chapter meeting to present the new policy, address any concerns and answer any questions. The Library will be de-briefing the stakeholders and the Mayor's office on the new policy on December 21.

Motion

Commissioner Weiss moved that the commissioners vote to support the Library Donation Matching Fund Policy.

The motion was approved unanimously.

- c. Raul Gudino, Supervising Management Analyst did a presentation on the FY19 budget. The Library was tasked with a 2% reduction.

COMMISSIONER COMMENT

None.

OTHER BUSINESS

The next Board of Library Commissioners meeting will take place on Wednesday, January 3, 2018.

ADJOURNMENT

Commissioner Weiss adjourned the meeting at 2:02 p.m.

A handwritten signature in black ink that reads "Misty Jones". The signature is written in a cursive, flowing style.

MISTY JONES
Library Director
/ns